

Town of Rowe
Board of Selectmen – Minutes
Wednesday, January 17, 2018 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Morse at 6:33pm

Present: Chair Morse, Vice-Chair Dennis May, Chuck Sokol and Executive Secretary Janice Boudreau

Also Present: Police Chief Julie Shippee, Board of Assessors members Rick Williams and Ellen Miller, Fire Chief Brandon Sprague, Finance Committee Members Paul McLatchy III and Loretta Dionne

MINUTES

Motion to accept Minutes of December 27, 2017: Upon review, a motion was made by Member Sokol to accept the Minutes of December 27, 2017 with an amendment. The motion, seconded by Vice-Chair May was unanimously accepted. (3/0/0)

Motion to accept Minutes of January 10, 2018: Upon review, a motion was made by Member Sokol to accept the Minutes of January 10, 2018 with corrections. The motion, seconded by Vice-Chair May was accepted. (2/0/1)
Chair Morse abstained from the vote.

OLD BUSINESS

1. MLP Updates- Mileage Reimbursement Question: There was discussion about whether the Municipal Light Plant Manager's mileage be reimbursed for work related to the executive committee of WiredWest rather than as Rowe's delegate. It was agreed to look into further since it was not clear whether the reimbursement included the executive committee work. The Board reviewed and signed invoices pertaining to the broadband project for the upcoming warrant.
2. Smoking Policy: Draft Smoking Policies were reviewed and discussed.

Motion to Adopt Policy: Following review and corrections to the draft policy, Member Sokol made a motion to adopt the following Smoking Policy to be included in the Personnel Policy Manual:

This policy is enacted under the authority of MGL C. 270 S. 22.j, and extends the limitations of MGL Chapter 270 section 22 as follows:

Smoking is prohibited within 50 feet of any public building in the Town of Rowe.

Employees of the Town of Rowe are prohibited from smoking while working regardless of location or circumstance (excluding during breaks, provided smoking during a break does not violate any other aspect of this policy or MGL C. 270 S. 22).

Notes (defined in the MGL):

No smoking in town buildings (MGL C. 270 S. 22.b.2)

No smoking in town owned vehicles (MGL C. 270 S. 22.b.3)

"Smoking" includes both tobacco and non-tobacco substances (MGL C. 270 S. 22.a)

"Public Building" includes sheds and garages or any other town building (MGL C. 270 S. 22.a)
"Employees" include anyone being compensated by the Town of Rowe, including contractors, temporary employees, and public officials. (MGL C. 270 S. 22.a)

Civil penalty of \$100 for each violation (MGL C. 270 S. 22.m)

The motion, seconded by Vice- Chair May, was unanimously accepted. (3/0/0)

3. Town Website: Chair Morse discussed the Town website and it was agreed to include the redesign and website overhaul on next year's budget so it would be more comprehensive and allow easy uploading of committee and boards' minutes and agendas. Member Sokol said it would be good to list needs and goals of the website.

NEW BUSINESS

1. Budget Hearings:

-Police Department: Police Chief Julie Shippee explained the increase in the Police Dept. budget due to the state 40 hour mandatory training required of every officer. Chief Shippee made capital requests for bullet proof vests which need replacement every 5 years and a new Tahoe cruiser for \$47,000.00. Chief Shippee said she would work on a state grant for vest replacement reimbursement. Chief Shippee said that due to the changes in the emergency communication notification system, emergency personnel radios will need replacement in the future.

- Board of Assessors: Chair Williams presented the Board of Assessors FY19 Budget with an increase. He explained that it was due to the need for quintennial revaluations and interim updates since changes occur within 5 years and it would be good not to wait. He cited the 2017 sale affecting Sherman dam, Deerfield no. 5 and Fife Brook dams. Member Ellen Miller said she would work on applying for IT software through the state's Community Compact Program.

-Fire Department: Fire Chief Sprague presented his budget for the Fire Dept. with little change for FY19. Chief Sprague said he would be presenting some more information about the heating system for the Safety Complex as well as information to convert the DPW dump truck that would be replaced and given to the Fire Dept. The dump truck would require equipment to convert it into a brush truck.

-Old Home Day Committee: Chair Morse said she had put out a request for citizens interested in working on the Old Home Day event planning. She said a committee was necessary to move forward and hoped town departments would be interested.

2. Executive Secretary Updates: Janice Boudreau presented the Board with materials from Franklin Regional Council of Governments Local Technical Assistance Program and asked to review and discuss further at the next meeting.

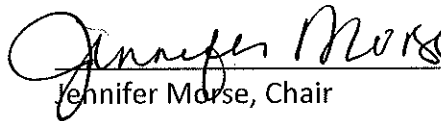
Citizen Comments

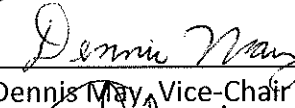
Adjournment: Seeing no further business, Member Sokol made a motion to adjourn the Meeting at 9:18 p.m. The motion, seconded Vice-Chair May, was unanimously accepted. (3/0/0)

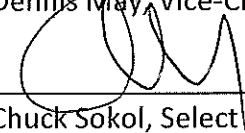
Janice Boudreau
Executive Secretary

Approval Date: January 24, 2018

Approved:


Jennifer Morse, Chair


Dennis May, Vice-Chair


Chuck Sokol, Select Board Member

Documents:

- Agenda 01-17-17
- Select Board Draft Minutes: 01-10-18
- Draft Smoking Policy
- 2019 Tax Map Maintenance Proposal
- Budget Hearing 01-17-18
- Fire Dept. Budget
- Police Dept. Budget
- Capital Expenditure Request Form – Police (7 pages)
- 2017 – 911 Call Report for Rowe (3 pages)
- Board of Assessors FY19 Budget Proposal